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12 January 1981

## MEMORANDUM

SUBJECT: Congressional Worldwide Briefings

After meeting with Mr. Casey on 9 January, Bruce Clarke assembled those participating in the worldwide briefings to review the agenda.

The first briefing, for the House Armed Services Committee, will be 28 January at 1000. (Every effort will be made to confine each briefing to one day.) There will probably be at least three other briefings (SASC, House and Senate Appropriations Committees), and may be as many as ten altogether. (If oversight committees, foreign relations committees, and budget committees request briefings.)

The following topics are to be briefed. Unless otherwise noted, 45 minutes will be allotted each topic; 20-25 minutes for the presentation, and the remaining time for questions:



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Mr. Casey will open the proceedings with a general introduction. He plans to remain present for all the briefings.

Bruce Clarke has asked that the PB/NSC Staff coordinate production of graphics, which will be in the form of vu-graphs. He will hold a run-through of the briefings on 26 January.

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The following questions need to be resolved:

- Will committee members be available for afternoon sessions?
- Who is responsible for preparing the DCI's introduction?
- Will OER participate in the Middle East briefing?
- Should the PB/NSC Staff meet with the briefers to coordinate preparation of graphics?



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